

Staff Summary Report



Council Meeting Date:

5/6/2010

Agenda Item Number: _____

SUBJECT: Request approval to award a contract to Badger Meter, Inc. for the purchase and implementation of a water meter reading software system and water meter handheld devices for the Customer Services Division of the Financial Services Department. This is a bond funded project on the approved Capital Improvement Program (CIP) project list.

DOCUMENT NAME: 20100506fst07 PURCHASES (1004-01)

COMMENTS: (RFP #09-127) Total amount of the contract not to exceed \$105,000.

PREPARED BY: Ted Stallings, CPPB, Procurement Officer, 480-350-8617

REVIEWED BY: Michael Greene, Central Services Administrator, 480-350-8516
David Heck, Interim Information Technology Manager, 480-350-8777
Tom Duensing, Deputy Financial Services Manager, 480-350-8866

LEGAL REVIEW BY: Jenae Naumann, Assistant City Attorney, 480-350-8402

DEPARTMENT REVIEW BY: Jerry Hart, CPA, Financial Services Manager, 480-350-8505

FISCAL NOTE: Sufficient funds have been appropriated in cost centers 3209289 (Water/Wastewater Capital Projects Fund) and 1841(Water and Wastewater Fund).

RECOMMENDATION: Award the contract.

ADDITIONAL INFO: Background Information

The purpose of this contract is to purchase a replacement water meter reading software system and water meter handheld devices for the Customer Services Division. The current system and handhelds have reached the end of life cycle and need to be replaced.

Evaluation Process

To select the most appropriate replacement for a water meter reading software system and water meter handheld devices, the City formed an evaluation committee consisting of representatives from Financial Services (Customer Services and Procurement) and Information Technology

The City received five (5) proposals. Dana Kepner Company, Inc. was found to be non-responsive and rejected as the firm failed to sign and submit the Vendor's Proposal Offer page of the RFP.

The remaining four (4) responsive proposals were reviewed by the evaluation committee. Proposals were evaluated and scored according to the criteria listed in the Request for Proposal that included:

- Mandatory and desired specifications
- Company qualifications and references
- System Cost
- Financial resources and qualifications

- Training, software maintenance, support, warranty and upgrades
- Overall response to RFP

The following matrix details the evaluation scores for the remaining proposals:

<u>Firm</u>	<u>Initial Score</u>
Badger Meter, Inc.	307.00
Neptune Technology Group, Inc.	267.92
Itron, Inc.	265.55
Datamatic, Ltd.	236.00

The evaluation committee determined that Datamatic, Ltd. was non-susceptible for award and was removed from further consideration. This determination was based on the firm's low position within the overall scoring.

Badger Meter, Inc., Itron, Inc. and Neptune Technology Group, Inc. were determined susceptible for award and were requested to demonstrate their proposed solution to the evaluation committee and department personnel. After several meetings and a thorough evaluation of the information gained during the vendor demonstrations, site visits and reference checks, the evaluation committee requested that Badger Meter, Inc., Itron, Inc. and Neptune Technology Group, Inc. submit Best and Final offers.

The evaluation committee reconvened to complete a vendor evaluation worksheet that considered all information gained to date in the context of the proposal evaluation.

The final evaluation scores are shown below:

<u>Firm</u>	<u>Final Score</u>	<u>Total Cost Less Sale Tax</u>
Badger Meter, Inc.	340.00	\$95,104.75
Neptune Technology Group, Inc.	285.92	\$98,007.44
Itron, Inc.	265.55	\$99,329.00

As a result of the evaluation process, the evaluation committee determined Badger Meter, Inc. to be the water meter reading software system and water meter handheld devices vendor of first choice for the Customer Services Division. It is an unanimous recommendation of the evaluation committee to award this contract to Badger Meter, Inc., the firm determined to have submitted the most advantageous offer to the City.